



## CITY PLAN COMMISSION MINUTES

The City Plan Commission met on Tuesday, February 25, 2014 in the 3<sup>rd</sup> Floor Conference Room at City Hall, 828 Center Avenue. Mayor Mike Vandersteen presided.

Present: Mayor Mike Vandersteen, Ald. Scott Versey, Ryan Sazama and Don Cvetan

Excused: Jose Araujo, Jerry Jones, and John Van Der Male

Staff present: Steve Sokolowski, Chad Pelishek, and Janet M Duellman

Others: Cynda Lee, Sharron Kammerzelt, Diane Sperry, Kurt Davis, David Hughes and Kristin Blanchard.

The meeting was called to order at 4:00 pm and the Pledge of Allegiance was recited.

Approval of minutes of the February 11, 2014 meetings.

Ald. Scott Versey moved to approve the minutes, Don Cvetan seconded. Motion passed unanimously.

Conditional Use and Variance application by Sheboygan Area Community Clinics to operate Lakeshore Community Health Clinic at 1714 Cambridge (former American Orthodontics Administrative Office Facility).

Kurt Davis, David Hughes, and Kristin Blanchard were present, along with neighbors Cynda Lee, Sharron Kammerzelt, and Diane Sperry.

Sheboygan Area Community Clinics is in the process of purchasing three (3) properties from American Orthodontics (AO) in order to operate Lakeshore Community Health Clinic from the former AO administrative office facility (AO administrative office, church and single-family residence). Lakeshore Community Health Center (LCHC) provides primary & preventative medical, oral health care and behavioral health services to the City of Sheboygan. LCHC is presently located at 510 South 8<sup>th</sup> Street and operates a dental office at 1931 North 8<sup>th</sup> Street. It is their intention to combine/expand their clinical operations into a single site. LCHC to provide medical/dental health care needs to, not only their current patients, but also to the surrounding residential area. One of the reasons the proposed site was originally selected was due to the existing concentration of single family residential properties within walking distance. Hours of operation are Monday–Friday, 7 am -5 pm but as demand grows the hours will possible include more evening and weekend hours. LCHC currently employees 33 and they are projecting an additional 40 employees in two years.

The proposed medical/clinical use is not permitted in the current (UI) Urban Industrial zone. In order for Lakeshore Community Healthcare Center to purchase and ultimately operate from 1714 Cambridge Avenue, all three properties need to be rezoned to Urban Commercial (UC) which permits a professional service medical clinic. The parcels are presently surrounded by a number of mixed uses including residential, institutional, industrial and commercial. The change in land use designation will also reduce the opportunity for an industrial use to operate

from this property, which also appears to align with the current surrounding mixed use neighborhood zoning designations.

Neighbors, Sharron Kammerzelt and Diane Sperry, expressed concern about the clientele, their properties, services provided, hours of operation, bus stop location, alley access, and why the clinic chose this location.

David Hughes, Kristin Blanchard, and Kurt Davis explained the hours of operation (M-F 7-5 & Sat 7-3, but could be extended), bus stop will be changed to drop off in the parking lot, the clinic chose this location because it falls within the medically underserved area, the property is currently zoned UI which means an industrial type use could move in so the proposed clinic use is less intrusive, and clientele ranges from the underserved the elderly, professionals, etc.

Committee discussed number of employees, parking, future expansion (the church and single-family property's), etc.

Ald. Scott Versey moved, Ryan Sazama seconded to approve with the following conditions:

1. Prior to building permit issuance, the applicant shall obtain all licenses and permits as well as meet all required codes including but not limited to building, plumbing, electrical, HVAC, fire, water, sewer, health, storm drainage, etc. An occupancy permit will be granted only at such time as the applicant has met all requirements.
2. Dumpster(s) shall be screened and enclosed and constructed of like materials and colors of the facility. The gates on the existing dumpster enclosure need to be reinstalled and maintained.
3. All ground level and rooftop mechanicals shall be screened and/or enclosed and constructed of like materials and colors of the facility (HVAC equipment, satellite dishes, etc.).
4. Outdoor storage of materials, products or equipment shall be prohibited.
5. All lighting shall be installed per Section 15.707 of the City of Sheboygan Zoning Ordinance.
6. All areas used for parking/maneuvering of vehicles shall be paved.
7. All areas that are not required to be paved shall be landscaped with grass and/or approved landscaping.
8. Applicant will be required to obtain a sign permit for each sign to be installed on the property prior to installation.
9. If there are any amendments to the approved floor and/or site plan, the applicant will be required to submit a new conditional use application reflecting those amendments.
10. This conditional use permit is for LCHC use of the administrative office facility only (former AO offices - 1714 Cambridge Avenue). If the applicant proposes any other modifications, improvements, etc. (combining properties, razing of structures, installation of new parking, building additions, etc.), a new conditional use application will need to be submitted for consideration by the Plan Commission prior to any improvements taking place.
11. The applicant shall adequately maintain the church (1704 N. 17<sup>th</sup> Street) and single-family (1712 N. 17<sup>th</sup> Street) buildings/properties.
12. The conditional use permit and variance is approved if and only if the Common Council rezones the parcel(s) to Urban Commercial (UC). If the Common Council denies the proposed rezone to UC, the conditional use permit is null and void.

Variance granted:

- To have 51 parking spaces – minimum number of parking spaces required is 69.

The motion passed unanimously.

Res. 139-13-14 authorizing the purchase of 730 S. 8<sup>th</sup> Street (Former Tri-Par property, Parcel No. 59281109810) for the purpose of adding to the adjacent City of Sheboygan owned development sites.

Ald. Scott Versey moved to approved, Don Cvetan.

The motion passed unanimously.

Adjournment.

Ryan Sazama moved to adjourn, Ald. Scott Versey seconded.

The motion passed unanimously. Meeting adjourned at 4:23 pm.

Janet M Duellman  
Recording Secretary